



<b>SPOKANE AIRPORT BOARD</b>		
<b>Chair:</b>	Max Kuney	
<b>Vice Chair:</b>	Collins Sprague	
<b>Secretary:</b>	Nancy Vorhees	
<b>Board Members:</b>	Ezra Eckhardt	Shelly O’Quinn
	Ben Stuckart	Jennifer West
<b>Chief Executive Officer:</b>	Lawrence J. Krauter, A.A.E., AICP	

**NOTICE OF AIRPORT BOARD MEETING**

**Tentative Agenda for the August 18, 2016 Board Meeting - Amended**

The Airport Board meeting will be held on Thursday, August 18, 2016 at 9:00 a.m. in the Boardroom located at Spokane International Airport, 9000 West Airport Drive, Suite 204, Spokane, Washington 99224.

- A. Call to Order
- B. Roll Call of the Airport Board
- C. Recognition of David Clack for his service as a Member and Chairman of the Spokane Airport Board 2005-2011
- D. Public Comment/Courtesy of the Floor
- E. Approval of Minutes (7/21/16 regular meeting)
- F. Financial Report (written)

**Consent Agenda**  
**(Items #1 - 10)**

1. **\*Approval of Payments/Warrants**

Construction Warrant Number	004193 –004199	\$ 1,054,778.83
Operational Warrant Numbers	132526 – 132863	\$ 2,339,639.38
  
2. **\*Approval of Amendment No. 2 to Professional Services Agreement – South Pilot Ramp Rehabilitation Project – Parametrix – Spokane International Airport.** Amendment No. 2 to the Professional Services Agreement provides full-time construction management and administration services for the South Pilot Ramp Rehabilitation project on a time and materials basis in the not-to-exceed amount of \$476,487.00. The Engineering Committee and Staff recommend approval of Amendment No. 2, subject to the receipt of the FAA Grant 54 Offer and Agreement.

SIA  
 Lisa

3. **\*Award Construction Contract – Airport Drive Terminal Pavement Improvements Project – Shamrock Paving – Spokane International Airport.** This project provides for improvements of Airport Drive in front of the Airport Terminal building, between the two sky bridges. The Engineering Committee and Staff recommend award of a Construction Contract in the amount of \$446,515.00 including Washington State taxes to Shamrock Paving. In addition, Board authorization of \$44,000.00 for construction contingencies is requested, for a total authorization of \$490,515.00. SIA  
Lisa
4. **\*Award Construction Contract – Airfield Maintenance (AFM) Building Painting Project – Paintcrafters Plus, Inc. – Spokane International Airport.** This maintenance project will remove asbestos containing material from the exterior of the building, repair minor damage, and paint the exterior of the building. The Engineering Committee and Staff recommend award of a Construction Contract in the amount of \$139,792.93 including Washington State taxes to Paintcrafters Plus, Inc. In addition, Board authorization of \$14,000.00 for construction contingencies is requested, for a total authorization of \$153,792.93. SIA  
Ryan
5. **\*Award Construction Contract – Application of Thermoplastic Airfield Markings – Apply-A-Line, Inc. – Spokane International Airport.** This project will install thermoplastic markings at Taxiways A6 and G6, two of the higher traffic entrances to Runway 3/21. The Engineering Committee and Staff recommend award of a Construction Contract to Apply-A-Line, Inc. in the amount of \$78,142.69 including Washington State taxes. In addition, Board authorization of \$7,800.00 for construction contingencies is requested, for a total authorization of \$85,942.69. SIA  
Ryan
6. **\*Resolution 02-16, In the Matter of Adopting and Implementing Affirmative Action Plans for 2016** – The US Government requires employers with whom it works or has contracts to support and follow an affirmative action plan for the purpose of ensuring that all qualified persons enjoy equality of opportunity in employment. Staff recommends the adoption and implementation of Affirmative Action Plans for 2016 as outlined in Resolution No. 02-16. SIA  
ABP  
FF
7. **\*Approval of the First Amendment to Curbside Transportation Management Services – Kodiak Security Services, Inc. –** This amendment exercises the first of three options for monitoring of the Taxi Staging Area, Taxi Pickup Area and continuous curbside areas on a 24 hours per day, 7 days per week basis at SIA. Services will commence October 1, 2016, running through September 30, 2017. The annual cost shall remain the same, \$352,000 at the rate of \$17.22 per hour per person. The Finance Committee and staff recommend approval. SIA  
Jeff
8. **\*Approval of the Insurance Broker Services Agreement - Wells Fargo Insurance Services.** The current Agreement with Wells Fargo will expire on August 31, 2016. A Request for Proposals process was completed with four (4) responses received. Wells Fargo has been recommended by the Selection Committee and Finance Committee as the most preferred firm. The term of the Broker Agreement shall begin on September 1, 2016 and end on November 1, 2019. The board shall have the option to renew the Agreement for two (2) additional one (1) year terms. The Finance Committee and staff recommend approval. SIA  
Judy
9. **\*Approval of Right of First Refusal (“ROFR”) to Lease Real Property - ADB Investments, LLC.** ADB Investments, LLC is interested in leasing land to develop a hotel on Spokane International Airport property. The ROFR grants ADB Investments six (6) months (August 1, 2016 to January 31, 2017) to perform its due diligence prior to entering into the Airport’s Concession & Lease Agreement. The consideration for the ROFR is a one-time, non-refundable payment to the Airport of \$5,000. The Finance Committee and staff recommend approval. SIA  
Judy

10. **\* Approval of Consent to Assignment – Land Lease Agreement – Gordon Trucking, Inc. to Heartland Express, Inc. of Iowa, (Business Park).** Gordon Trucking leases 4.11 acres of land at Electric Avenue for parking of tractors and trailers. Gordon Trucking has recently been merged into Heartland Express. This Consent to Assignment allows Heartland Express to assume responsibility for the Land Lease Agreement. The Finance Committee and staff recommend approval. ABP  
Judy

### Regular Agenda

11. **\*Acceptance of Energy Services Proposal – Elevator Upgrades Project – Trane U.S. Inc. – Spokane International Airport.** In February 2016, the Board authorized completion of an investment grade audit and development of an Energy Services Proposal (ESP). The current action will authorize the WA Dept. of Enterprise Services (DES) to enter into a construction contract and amend the associated Professional Services Agreement with Trane on behalf of SIA and authorize an Amendment to the Interagency Agreement with DES Energy Program for Project Management Services. The Engineering Committee and Staff recommend acceptance in the amount of \$2,075,339.00. SIA  
Matt
12. **\*Rejection of All Bids – South Pilot Ramp Rehabilitation Project**  
Staff recommends rejection of all bids for the South Pilot Ramp Rehabilitation Project. SIA  
Lisa
13. **\*Approve Pre-Qualified List of Air Service Management Consulting Services.**  
With the expiration of the initial three (3) year term for the Airport Board approved list of qualified Air Service Management Consultants, staff elected to seek proposals and establish a new list of qualified service providers. Proposals were received on or before July 29, 2016 from eleven (11) firms. Multiple service providers were deemed to be qualified based on their respective expertise, experience and abilities. The term of the agreement for each of the qualified service providers shall be three (3) years with two (2) one (1) year options to be exercised at the Board’s discretion. SIA  
Todd
14. **Staff Reports/Board Member Comments**
- Chief Executive Officer’s Report
  - Board Member Comments

**The Airport Board may take action on other routine business issues as they may arise while the Board is in session.**

15. **Executive session to follow for discussion of legal, personnel and real estate matters.**
16. **Adjourn**
17. **The next regularly scheduled Board meeting is Thursday, September 22, 2016 at Felts Field Airport.**

*Note: The consent agenda (\*) may be considered in a single action. Any Board member or any member of the public in attendance at the meeting may ask for the separation of any item from the consent agenda for individual consideration. Please notify the Board Clerk prior to the start of the meeting if you wish to make such a request.*

*The Spokane Airport Board is committed to providing reasonable accommodations to individuals with disabilities. Individuals requiring reasonable accommodations to attend this meeting should call the Board Clerk at (509) 455-6444 or email at [thart@spokaneairports.net](mailto:thart@spokaneairports.net) at least 48 hours in advance of the meeting to arrange for accommodation.*